

WHITE COLNE PARISH COUNCIL

Summons and Notice of Meeting

Notice is hereby given that the **Annual meeting** of the Parish Council will be held on

Tuesday 21 May 2024 at 7.30pm at White Colne Village Hall

- 1. Election of Chairman**
- 2. Apologies for absence**
- 3. Election of Vice Chairman**
- 4. Declaration of Interests by members on items shown on this agenda.**
- 5. To approve as a correct record the minutes of the meeting held on 19 March 2024 and 16 April 2023 and any matters arising.**
- 6. To receive reports from Essex County Councillor and Braintree District Councillors**
- 7. Public Question Time** – members of the public may ask questions or make a statement about items on the agenda or other matters of local concern.

8. Planning Matters

(a) Applications:

24/00856/HH Orchard Cottage 44 Colchester Road White Colne Essex CO6 2PP Single storey rear extension Expiry date: 15 May 2024 extended to 22 May 2024

24/00881/FUL 1 - 2 Fox And Pheasant Centre Colchester Road White Colne Essex CO6 2PS Change of use from Use Class E to mixed Use Class E and Sui Generis (Dog Grooming Salon). Replace windows and doors Expiry date: 24 May 2024

(b) Decisions

24/00478/VAR Land South Of Parish Hall Bures Road White Colne Essex Variation of Condition 4 (Use of garage) of approved application 23/00271/FUL granted 19.04.2023 for Erection of garage/storage building to be used ancillary to 36 Colneford Hill. Variation would allow the use of garage ancillary and incidental to host property.

9. Community Liaison

- (a) To receive an update about the Community Energy project
- (b) To review the dates available for free defibrillator training and agree a date

10. White Colne Meadows

- (a) To confirm No Mow May, except for the village green
- (b) To note the play area Health & Safety inspections and note the recommendations
- (c) To discuss the outstanding Operational Training required for the playground inspections

11. Financial Matters

- (a) To approve payment of accounts since the last meeting
- (b) Financial statement
- (c) To agree the insurance renewal for the coming year
- (d) To note the Annual Accounts for the year ending 31 March 2024
- (e) To receive the report from the Internal Auditor
- (f) To approve the Annual Governance Statement (Section1)
- (g) To approve the Accounting Statements (Section 2)
- (h) To notify the Exercise of Public Rights dates

12. Highways

- (a) To note the new SID (Speed Indicator Device) has been delivered
- (b) To receive an update about the Bures Road drainage and manhole cover

13. Polices & Documents

- (a) To reconfirm the following polices and documents:
 - Standing Orders
 - Financial Regulations
 - Annual Risk Assessment
 - Safeguarding policy
 - Village Design Statement
 - Model Councillor/Officer Protocol
 - Scheme of delegation
 - Habitual or vexatious complaints policy
 - Allotments policy
 - Customer Service policy
 - Data Breach policy
 - Equality and Diversity policy
 - Privacy policy

- Village Hall Privacy policy

14.Village Hall

- (a) To note the village hall Health & Safety inspection reports and note the recommendations
- (b) To receive up update about the Community Payback project to decorate the village hall
- (c) To receive an update about the solar panels project
- (d) To receive an update about the electric vehicle (EV) charging points.
- (e) To receive an update about the new cooker and air source heat pump
- (f) To agree the contractor and quotes for the works to the village hall

15. Allotments

- (a) To provide an update about current available plots

16. Council administration

- (a) To provide an update about the clerks' vacancy and newly appointed clerk
- (b) To review the councillors' roles and responsibilities
- (c) To review and agree the following risk assessments:
 - Community Café/Hub
 - Play areas

17.Date of next meeting – Tuesday 16th July at 7.30pm

Petra Palfreyman Clerk to White Colne Parish Council

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Date: 15 May 2024